



18707 Old Excelsior Blvd
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Meeting Minutes

To Solve. To Excel. **Together.**

Marshalltown - Marshall - Minneapolis - Rochester - Omaha - Rapid City - Sioux Falls - Sheridan

January 28, 2009

RE: PAC Schools MS/ HS
TSP Project No.04080613

Minutes of the Meeting – January 29, 2009
Revised 2/5/09

Leadership Team Meeting

Present:	Joe Kramer, Superintendant	PAC
	John Behrendsen, Board Member	PAC
	Roger Francis, High School Principal	PAC
	Lynn Moody, Elementary School Principal	PAC
	Shirley Johnson, Curriculum Consultant	SI Admin
	Mark Thiede	TSP

Items Discussed:

- Attendees of this meeting were asked by the Board to begin the design process by discussing and setting the overall direction of PAC's educational model and translating it into a space program document for TSP to use as a basis for conceptual design.
- Joe briefly described the process to date including Board decisions to concentrate the design schedule and the Leadership Team and Resource Team's charge.
- PAC is moving toward the educational model called "Iowa Core" *for K-12 grades* that embraces a philosophy of project/ performance/ cooperation and collaboration. It is mandated and consists of in depth studies in all the core subjects and is oriented toward 21st Century, real world skills. It is not subject specific but infused in all and mastered at each grade level. Implications are:
 - ~~a.~~ *Planning for completing graduation requirements starts at the 8th grade.*
 - b. Less storage in the classrooms. *(more discussion needed)*
 - c. Reduced number and possibly the size of classrooms
 - d. Move toward the "digital age" and alternative delivery methods for real time feedback.
 - e. Offering more college credit courses
 - f. High School by 2012
 - g. Requires collaboration spaces and acoustics control
 - h. Assumes teacher movement and no classroom ownership. *(more discussion needed)*
 - i. A "Fat L" classroom shape and break out spaces were described as examples of how this new model might manifest its self.
 - j. Requires balancing future needs with current needs
 - k. Teacher leadership teams are being used for staff development and training to move toward this model.
- Currently High School and Middle School curriculum are subject oriented.* MS teachers tend to cover more than one *subject*.
- A traditional teaching style is used by most teachers. Special Education teachers are the only ones using a collaborative or team approach at this time.
- The HS and MS are currently physically separated for the most part and there is an expectation by parents



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that it remain so.

7. Iowa Central Community College has requested space in PAC similar to lecture hall 16 to offer college level courses for up to 60 students. A space this size or for this purpose is not included in the attached revised space program document.
8. PAC is in discussions with surrounding area schools about grade sharing.
9. PAC enrollment is expected to level off at approximately 500 students.
10. Consolidation with other area schools will impact the number of potential students attending PAC. Numbers could reach 760 if Pomeroy/ Palmer is included.
11. An emergency delivery plan should be considered and could include on-line learning if students are prevented from being in the building possibly caused by Homeland Security issues.
12. Joe's projections would suggest planning for 60 to 65 students per grade and equates to 3 sections per grade *if students from Pomeroy/ Palmer are included.*
13. The MS/ HS addition will include grades 6 through 12.
14. If 21 teaching stations are provided and they are used 85% of the time, this would allow for a capacity of 428 students. This calculation assumes a certain amount of grade sharing and includes:
 - a. 12 classrooms
 - b. Science lab
 - c. FACS lab
 - d. Industrial arts lab
 - e. *Computer Lab*
 - f. (2) gym stations
 - g. Art lab
 - h. (2) Music labs
15. A space program document originally prepared as part of TSP's pre-referendum services was modified as per discussions and is attached.
16. Currently 54 vocational classes are offered by PAC.
17. Art lab will relocate to the current Ag lab. This will allow half of the core subject classrooms to be increased in size from 750 SF to 900 SF. Water and waste lines will need to be added to the new art lab.
18. The entire Industrial Arts lab area will be studied briefly to see if the space can be reallocated more efficiently.
19. The new library/ media center will be called the Information Access Center. It should include internet access, a video and broadcast lab along with an MDF (Main Distribution Frame) room.
20. Roger was asked to think further about the Information Access Center and science labs in anticipation of more in depth discussions.
21. TSP will use the modified space program as a basis to create block diagrams to be reviewed and discussed at the next Leadership Team meeting and Resource Team Meeting.
22. The project schedule and its phases were reviewed briefly.
23. See the attached schedule for future meeting dates, times, topics and attendees.



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This information represents the writer's understanding of the items and events described above. Please notify this office within five (5) working days if there are any corrections and/or additions. Unless notified otherwise, this information shall be deemed accurate, and this office shall proceed accordingly.

TSP, Inc.

Mark Thiede
Associate

Copies to:

(w/enclosures)

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(w/enclosures)

All present

